

SECTION 9 - INPUT/OUTPUT AND DISTRIBUTION OF CATALOG DATA

SUBSECTION 91 - PURPOSE

The purpose of this section is to prescribe policy /instructions with regard to the input/output and distribution of catalog data.

SUBSECTION 92 - SCOPE

This section contains operating policies/instructions governing the input /output and distribution of catalog data.

SUBSECTION 93 - POLICY/PROCEDURAL GUIDANCE

931 - General

The Defense Integrated Data System (DIDS) provides the capability to establish and maintain an **integrated management** system for the generation, receipt, validation, **storage**, control surveillance, processing, distribution, and **disposition** of Federal Logistics Management Data for **support** of the Department of Defense, Federal Civil Agencies and Foreign Governments in performing logistics **management** functions. Federal **Catalog System** data are an **integral part** of the DIDS logistics information. DIDS provides **data retrieval** capability which generally eliminates the need for maintaining a file of Federal **Catalog** data by users of these data.

SUBSECTION 93 - POLICY/PROCEDURAL GUIDANCE

932 - Input/Output/File Maintenance of Catalog Data

932.01 Acceptance. Catalog input data to the Central Catalog Files shall be accepted for processing from data submitters authorized by the Services/Agencies as indicated in the Major Organization Entity (MOE) Rule Concept.

932.02 Distribution of Catalog Output Data. Catalog Output Data shall be distributed to data receivers authorized by the Services/Agencies. Catalog Output Data shall be effected via the following:

a. Regular File Maintenance Output shall be distributed in National Item Identification Number (NIIN) sequence.

b. Simplified File Maintenance (SFM) Output consisting of a monthly maintenance update, a cumulative monthly basic record and semiannual basic replacement record for activity files shall be provided for Federal Item Identification (FII) data and Catalog Management Data (CMD). *

(1) SFMdata shall be distributed in National Stock Number (NSN) sequence to authorized subscribing activities on magnetic tapes via mail.

(2) Functional data furnished from two or more functional areas shall be sequenced together.

c. Drop Table. A "Drop Table" concept shall be used to furnish functional data predetermined by the subscriber. The subscriber shall furnish the DLSC the functional data required and the method of selection (i.e., data for all items on which the subscriber is recorded and/or by certain predetermined FSC class(es).

932.03 A Search Process including input and output shall be established and maintained in the DIDS to provide for search by characteristics, reference numbers, NIINs and Permanent System Control Numbers (PSCNs) by Service activities, Government agencies, industry and foreign countries authorized to search the DIDS data bank.

932.04 Interrogations. Interrogations of the DIDS Data Bank including input and output controls for Federal Catalog data shall be provided for authorized Services/Agencies/Foreign governments and industry.

a. The DIDS Interrogation Process shall furnish authorized recipients of Federal Catalog data with information from the data bank, in a mechanized manner except as limited below, thereby eliminating the need for these recipients to maintain individual files.

b. The DIDS Interrogation Process shall provide for preprogrammed mass interrogations of selected Federal Catalog data. Requests for mass interrogation shall be submitted to the Defense Logistics Services Center (DLSC) Program Manager

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via mail. Processing Priority 4 (72-hour turnaround) shall be used by requesters for all mass interrogation requests for Federal Catalog data. The DLSC response will adhere to the prescribed 72-hour turnaround for Priority 4 unless notified by the DLSC Program Manager to the contrary. In cases where the response exceeds the Priority 4 timeframe, the DLSC Program Manager will notify the requester of the estimated time the data will be made available.

c. Interrogation by Industry

(1) Authorization for industry interrogations of DLSC shall be provided by the contracting officer of a DoD Military Service or agency or the headquarters catalog office, or headquarters of a civil agency. The authorization shall be submitted to DLSC in the form of a letter of authorization.

(2) The authorizing letter shall state, where applicable, the contract or agreement which is the basis for the interrogations and destination(s) for output dissemination.

(3) **Where** interrogation authority is limited to a one-time query of DIDS and is not of a continuing nature, the authorizing letter shall so state. Authority for **noncontinuing** interrogations shall not be entered in the **destination** table; rather, the authority for interrogating the file will terminate when the requested interrogation action is complete.

932.05 Operational Reports

a. Federal Catalog System operational reports provide information normally in a statistical manner related to one or more defined conditions in the Federal Catalog System. Examples of defined conditions are: Active NSN, inactive NSN, Federal Supply Classification (FSC) code, type of cataloging transactions, commonality of use.

b. Federal Catalog System operational reports are prepared to serve the needs of a variety of logistics information users. The format or repetitive reports are designed to maximize availability of multi-use information in a single report **to limit** the number of separate reports required. Thus a **single** report may be used by DLSC to monitor the internal operation of the Federal Catalog System, by OSD to evaluate the overall system, by the Military Service Departments/Agencies in such functions as supply, cataloging, standardization and fiscal application.

c. The Federal Catalog System reports **shall** be maintained by DLSC in accordance with the current operational system at **all times**. To assure an **orderly and effective maintenance program**, all changes to the format, structure, content of the Federal Catalog System and **related** reports in the **manner** prescribed **shall** be coordinated with and approved by HQ DSA, ATTN: DSAH-SC.

932.06 Special Data Extracts.

a. Special data extracts are any extracts from the DIDS files including statistical data and data from the Total Item Record (TIR) and/or System Support Record (SSR) not previously authorized by HQ DSA for output. These include **special** extracts by computer **programming** or through the use of the DIDS Reports Generator.

b. Requests for special data extracts, including justification, shall be submitted to HQ DSA, ATTN: DSAH-SC, for approval. In certain specific instances, HQ DSA may delegate approval authority to DLSC. Approved special request reports may be on a reimbursable basis which shall be determined for each special request.

932.07 Maintenance of Federal Catalog Data Records.

a. Updating Federal Catalog **Item Intelligence** data actions **will** be processed by DLSC and **by using** activities maintaining item intelligence files.

b. The DIDS shall provide the capability to compare item intelligence data **from using activities with comparable data** in the TIR and SSR of the Central Catalog File for compatibility.

c. A comparison of Federal Catalog item intelligence data **maintained** at DLSC **and using** activities **shall** be **performed** every 120 days in such a manner that the entire range of FSC Groups and Classes are checked at least **once** a year.

d. Sample lot size **shall** be based on the **total** item population of a given FSC Class and the sampling plan provided in MIL-STD-105D.

e. DLSC **and** using activities **shall** alternate in random selection, from total item population. **The quantities of NIINs** to be selected will be based on the total **NIINs** contained in the **using activities file**. The exact number of **NIINs** shall be agreed upon by the DLSC **and the using Service/Agency** to assure that **a representative sample is obtained for each file compatibility check**.

f. Media of input/output, **acceptable levels**, and procedures pertinent to the file comparability comparison check are in the **DIDS Procedures Manual**.